

EXHIBIT A: Trash Rules and Regulations

Originally Adopted: February 6, 2023 | Ordinance 02-23

Amended: October 7, 2024 | Ordinance 18-24

SECTION 1: PURPOSE.

The purpose of these Rules and Regulations, hereinafter "Rules," is to provide Village of Covington, hereinafter "Village", staff and the Village's customers with easily accessed, written guidance on certain policies and procedures dealing with trash collection matters. These Rules act as supplements to the requirements as contained within the Trash Collection Ordinances of the Village of Covington.

Customers with specific questions dealing with any policy or procedures should contact the Village directly. These rules shall be considered a part of the contract of every person, company, or corporation that is supplied with trash collection by the Village.

SECTION 2: DEFINITIONS.

The following terms as used within the Rules are defined as:

- A. **"Curbside"** – Curbside means on the street in the designated location in front of a property within the Village of Covington.
- B. **"Curbside Collection"** – Curbside collection is the once per week collection of residential trash and recycling materials that are placed at the curb for Village staff to collect and dispose of.
- C. **"Extra Trash"** – Extra Trash is any items excluding hazardous waste that is placed curbside and is not inside of a village provided toter.
- D. **"Toter"** – A toter is a wheeled container that is provided as part of the curb-side service to each trash customer. This toter remains the property of the Village of Covington and must be returned upon termination of the trash service.
- E. **"Hazardous Waste"** – Any material such as liquid paint, flammable liquids, asbestos, mercury, pesticides, or other materials that require special disposal. Disposal of hazardous waste Via the curb-side collection service is strictly prohibited.

SECTION 3: GENERAL RULES AND REGULATIONS.

- A. **Service Required.** Village customers that have Village water and/or sewer services activated are automatically subscribed to the Village provided curbside trash and recycling services. If Village customers utilize a Village operated onsite dumpster service, they may be exempted from subscribing to the curbside trash service. Customers are always required to subscribe to the village curbside recycling service.

B. Calculation of Number of Units for Trash and Recycling Collection.

1. For the purposes of this Ordinance, each separate space capable of being occupied by a separate tenant; equipped with an outside entrance and separated from other parts of a structure, will be considered a separate unit.
2. Each separate unit, as defined above, will receive a separate monthly trash and recycling charge unless the unit has the water/sewer services shut off at the curb stop by the Village.
3. Customers may combine separate units into a single unit if a separate unit is no longer necessary.
4. The Village Administrator, or his/her designee, will make the determination on the number of separate units contained in a structure. Before making this determination, an inspection of the premises may be required.
5. Multi-family residential units (single structures with 2 or more units) may utilize dumpster services as defined below.

Collection Policies / Toter Location Requirement. The Village will collect trash and recycling toters that are placed in the designated location for each customer. To facilitate efficient collection, which is conducted by a one-man trash collection system, toters must be positioned separately and spaced appropriately. Containers that do not meet these requirements will be documented, and customers will receive a reminder. Residents must have their toters out by 7:00 AM on their scheduled pick-up day. After collection, containers must be moved off the curb and stored out of sight by 7:00 PM the same evening. A general 24-hour rule applies for containers being left curbside; toters cannot be left at the curb indefinitely. Continually misplaced toters may result in service discontinuation.

C. Items not collected. The Village follows the regulations of the Miami County Solid Waste District and the transfer station where trash and recycling is removed. These regulations do not allow the collection of the following items, and therefore the Village will not collect them.

1. Ashes
2. Batteries
3. Paint (unless the can is empty and has been dried out)
4. Motor Oil
5. Mercury Thermometers
6. Prescription Drugs
7. Florescent Light Bulbs (CFLs)
8. Lawn Chemicals
9. Smoke Detectors
10. Fireworks
11. Tires
12. Asbestos
13. Gasoline
14. Hazardous Waste
15. Medical Waste including needles or other sharp objects.
16. Yard Waste (grass clippings).

D. **Extra / Bulky Trash Collection.** Any trash placed outside of the standard Village trash or recycling toter will be considered extra / bulky trash. To request for additional trash to be picked up by the Village, a customer should call the Billing Office prior to their standard pick up date. The following regulations are related to the Extra / Bulky Trash Collection in the Village.

1. There is no limit to the number of items scheduled for pickup. Each item will be charged separately to the customer.
2. The Village will not pickup the following items:
 - a. Yard Waste (except as detailed below).
 - b. Electronics (TVs, Computers, Microwaves). This should be recycled at the Miami County Solid Waste District. Fees may apply.
 - c. Construction Materials (drywall, studs, etc.). A customer may rent a dumpster from the Village for such purposes. Additional fees apply.
 - d. Appliances containing freon. This should be recycled at the Miami County Solid Waste District. Additional fees apply.

E. **Yard Waste / Branches / Sticks.** The Village collects bagged yard waste (grass clippings), branches, sticks, and small shrubs that are able to be chipped. The following regulations are related to the collection of any yard waste, or other organic material.

1. The Village yard waste collection program shall start in April and end in October of each year. Collection outside of these dates will be billed to the customer.
2. Collection will occur on Thursday and Friday of the week and materials must be set out by 7AM for collection.
3. Yard Waste bags will be collected at no cost to the customer. Limit of 10 bags per week.
4. Each customer may set out branches, sticks, or small shrubs for chipping once per month for collection by the Village. Branches, sticks, or small shrubs that are set out to be chipped more than once per month will be billed per the approved Ordinance.

F. **Property Owner's Responsibilities**

1. Responsibility. The property owner is responsible for trash and recycling services provided to their property. No trash or recycling will be furnished to premises on which fees are due, whether or not there has been a change of ownership, possession, or tenant.
2. Owner Obligation. Should a problem develop in collecting from a tenant at any premises where service is provided, the Village will notify the property owner, and the bills shall revert to the owner's name and be sent directly to the property owner.

SECTION 4: BILLING.

Trash and Recycling fees along with any additional extra fees shall be reflected on the monthly Utility Billing sent out by the Village.

SECTION 5: DISCONTINUATION / RESTART OF SERVICE

A customer is delinquent when the billing for service remains unpaid upon reaching the second billing cycle. Whenever a customer is delinquent, the Village shall notify the customer of the delinquency and intent to discontinue service. This notice will be prominently displayed on the customer's billing statement which shall be mailed to the customer by regular mail not less than ten (10) days prior to the date of termination of service.

Service terminated for delinquency shall be restored only after the account is paid in full or a Utility Payment Plan Agreement is approved by the Village and the service charge paid for the restart of service. The amount due to reinstate service must be paid either by cash, certified check, or money order. Credit card payment WILL NOT be accepted for turn-on.

SECTION 6: INDEMNIFICATION.

The Village shall be indemnified and held harmless in regard to property damage allegedly a result, whether direct or indirect, of the Village maintaining and operating the trash, recycling, and yard waste collection program within the Village.